

**Minutes of Meeting of Legal Aid Special Interest Group Committee held on
Tuesday 18th July – 9:30am to 11:40am**

Present: Paul Seddon
Rachel Perkins
Bob Baker
Samantha Bagnall
Francesca Rigo
Steve Jepson

Agenda

- 1 – Autumn 2017 seminar
- 2 – Figures from Spring 2017 seminar
- 3 – CCFS in CCMS – PS meeting with AL
- 4 – FOI request – audits
- 5 – Future of the ACL
- 6 – Constitution
- 7 – Website
- 8 – Commonly omitted CCMS billing evidence
- 9 – AOB

1. Autumn 2017 seminar

Confirmed speakers are:

Carol Storer	-	30 mins	
PLP	-	1 hr	- ECF family – process and costs claims
Rob Damiao LAA	-	1 hr	- LAA costs appeals on CCMS/PS fees/CCMS update/issues and workarounds
Steve/Sam	-	1 hr	- Introduction to criminal costs: claiming civil injunctions
Q&A/panel	-	1 hr	

Yet to be confirmed:

SCCO
Vicky Ling
Antony Leal
(PS to chase **[AP1]**)
General update - PS (if required)

PS has requested that there be a deadline for material of 18th August – although this may be extended if delegates notes are distributed by email.

2. Figures from Spring Seminar

BB provided figures from January to June 2017. These include the LAG's visit to Jarrow, PS travel to various meetings (CCCG/SPG etc) and LAPG subs.

3. CCFS in CCMS – PS meeting with AL

This is to take place on Monday 24th July. A lengthy discussion took place and a list of points/queries are to be provided to PS to take to the meeting **[AP2]**.

4. FOI request - audits

PS has now provided SB with further information as requested and this can now be progressed. **[AP3]**

5. Future of the ACL

No news.

6. Constitution

SB has contacted CF and will forward the relevant information to PS so that this can be progressed. **[AP4]**

7. Website

This is supposed to be going live today. PS requested that SB be the designated contact for updating etc and she agreed to do so. However, PS confirmed that he would temporarily take the role until SB has completed her ACL exams.

8. Commonly omitted CCMS billing evidence

PS confirmed that he had emailed the LAA in this regard in readiness for the CCCG meeting tomorrow.

9. AOB

SJ agreed to write a piece for the CL mag advising of the new committee. **[Ap5]**

SB advised that she still required SJ's bio to go on the website. **[AP6]**

Next committee meeting – Monday 11th September (post seminar)

Actions from this meeting		Owner	By when
AP1	Liaise with possible speakers for autumn seminar	PS	ASAP
AP2	CCFS queries for PS meeting with AL	RP/FR	ASAP
AP3	Next steps on FOI request	SB	?
AP4	Considering next steps on change to constitution	SB/PS	?
AP5	Item for CL mag re new committee	SJ	?
AP6	Bio for website	SJ	ASAP